

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, JUNE 3, 2004  
8:15 A.M.**

Commissioners Present: Ray Stevens, Chair  
Larry Hudkins, Vice Chair  
Bernie Heier  
Bob Workman

Commissioners Absent: Deb Schorr

Others Present: Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Kristy Mundt, Deputy County Attorney  
Bruce Medcalf, County Clerk  
Trish Owen, Chief Deputy County Clerk  
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:15 a.m.

**AGENDA ITEM**

**1 APPROVAL OF THE STAFF MEETING MINUTES OF THURSDAY,  
MAY 27, 2004**

**MOTION:** Heier moved and Workman seconded approval of the Staff Meeting minutes of May 27, 2004. Heier and Workman voted aye. Stevens abstained from voting. Hudkins was absent from voting. Motion carried.

**2 ADDITIONS TO THE AGENDA**

- A. Letter from Jim Burden Regarding Mowing on Northwest 27<sup>th</sup> Street, North of Highway 34 (Exhibit A)
- B. Certificate of Deposit for Lancaster Manor (Exhibit B)
- C. Amusement License Application for HALLAMSTOCK (Exhibit C)

**MOTION:** Workman moved and Heier seconded approval of the additions. Workman, Stevens and Heier voted aye. Hudkins was absent from voting. Motion carried.

### **3 COMMISSIONER MEETING REPORTS**

#### A. Lancaster Manor Advisory Committee - Hudkins

No report.

#### B. Lincoln-Lancaster County Ecological Advisory Committee (EAC) - Heier

Heier said acquisition of greenspace and placement of trails along the South Beltway were discussed.

#### C. Lincoln Partnership for Economic Development (LPED) Investors - Stevens

No report.

Hudkins arrived at 8:25 a.m.

### **ACTION ITEMS**

#### B. Energy Share Agreement with Lincoln Electric System (LES) for Youth Detention Facility

**MOTION:** Workman moved and Heier seconded approval, subject to review by the County Attorney's Office. Heier, Stevens, Workman and Hudkins voted aye. Motion carried.

### **4 HEALTH AND DENTAL INSURANCE RATES** - Bill Kostner, City Risk Manager; Daryl Bell, Milliman USA; Don Taute, Personnel Director; Bill Thoreson, Benefits Specialist

Daryl Bell, Milliman USA, presented Lancaster County Dental and Medical Renewal: Preliminary Assessment (Exhibit D).

Bell said the dental fund is over-funded by approximately \$100,000 and recommended that the County spend down the excess fund balance while controlling premium increases.

Bell reported an initial renewal offer from United Healthcare (UHC) for the medical plan (23.5% increase) and said options include: 1) Continue to negotiate; 2) Consider self-insurance of the plan; 3) Take to the market; and 4) Benefit reductions. He said he believes UHC's renewal offer was quickly put together and that there will be some movement on the part of UHC.

The Board directed Bell to continue negotiations with UHC. The Board also requested an analysis of whether it would be less expensive to offer health insurance to retirees than to maintain them on the payroll.

**5 COUNTY CHANGE OF ZONE NO. 04023 AND COUNTY PRELIMINARY PLAT NO. 04012, PRESERVE AT CROSS CREEK 1<sup>ST</sup> ADDITION, SOUTH 68<sup>TH</sup> STREET AND ROCA ROAD - Mike DeKalb, Planning Department**

Mike DeKalb, Planning Department, gave an overview of County Change of Zone No. 04023 and Preliminary Plat No. 04012, The Preserve at Cross Creek 1st Addition, a request for a change of zone from Agricultural (AG) to Agricultural Residential (AGR) and a preliminary plat to create nine lots on property at South 68<sup>th</sup> Street and Roca Road (Exhibit E).

**6 RITE TRACK INFORMATION SYSTEM UPDATE; REQUEST TO ATTEND CONFERENCE - Kit Boesch, Human Services Administrator**

**Rite Track Information System Update**

Kit Boesch, Human Services Administrator, said the Rite Track Information System was purchased with grant/county funds when the Youth Assessment Center (YAC) was set up with the intent of serving as the primary Management Information System (MIS) system for juvenile justice. She said it was thought that Criminal Justice Information Services (CJIS) data could be downloaded as well to make a complete profile available to any agency working with the child/family, but CJIS will not allow that to occur. YAC and the Juvenile Detention Center already use CJIS, so use of Rite Track is a duplication of effort. Families First & Foremost (F<sup>3</sup>) also invested in Rite Track but is required by the State, through the Integrated Care Coordination Unit (ICCU) contract, to use N-Focus, the State's MIS system. Boesch recommended that the Rite Track licenses be moved to The HUB (Transitional Services Network for Young Adults), a county grant project, and made available to partner human service agencies. The Rite Track Corporation has agreed to move the licenses at no cost and the Nebraska Crime Commission, which funded the Central Intake Grant, has agreed to the change in focus.

Kristy Mundt, Deputy County Attorney, said legal analysis is needed.

**MOTION:** Hudkins moved and Heier seconded to direct Kerry Eagan, Chief Administrative Officer, to draft a legal opinion request. Hudkins, Workman, Stevens and Heier voted aye. Motion carried.

## **Request to Attend Conference**

Boesch requested authorization to travel to San Francisco, California from June 23-27, 2004 to: 1) Attend the national conference on children's mental health with a team from Families First & Foremost (F<sup>3</sup>); 2) Visit Transitional Services Network (TSN) Programs; and 3) Meet with Active Voice regarding the New Americans Task Force and a public documentary program called Muslim Teen Speak (Exhibit F). Travel expenses will be funded through the F<sup>3</sup> Grant and 2003-04 LB 640 funding.

**MOTION:** Workman moved and Heier seconded approval. Hudkins, Workman, Stevens and Heier voted aye. Motion carried.

### **7 PENDING LITIGATION** - Doug Cyr, Chief Administrative Deputy County Attorney

**MOTION:** Hudkins moved and Workman seconded to enter Executive Session at 9:53 a.m. for discussion of pending litigation. Heier, Stevens, Workman and Hudkins voted aye. Motion carried.

Hudkins exited the meeting.

**MOTION:** Heier moved and Workman seconded to exit Executive Session at 10:07 a.m. Heier, Workman and Stevens voted aye. Hudkins was absent from voting. Motion carried

### **8 DISASTER DEBRIS REMOVAL UPDATE** - Kathy Smith, Assistant Purchasing Agent; Doug Ahlberg, Emergency Management Director; Scott Holmes, Lincoln-Lancaster County Health Department Environmental Health Division Chief; Mark Clark, U.S. Army Corp of Engineers

Kerry Eagan, Chief Administrative Officer, distributed a list from the Home Builders Association of Lincoln of companies available for hire for cleanup, demolition and reconstruction of homes damaged or destroyed by the recent storm/tornado (Exhibit G).

Eagan said General Excavating has submitted the only bid for hauling debris (a time and material contract) and may be willing to submit a tonnage contract. Execution of contracts for removal of debris from the County's rights-of-way will be scheduled on the June 8, 2004 Board of Commissioners Meeting agenda.

Hudkins returned at 10:17 a.m.

It was noted that the Federal Emergency Management Agency (FEMA) requires monitoring of work crews and Scott Holmes, Lincoln-Lancaster County Health Department Environmental Health Division Chief, suggested that Emergency Management volunteers be hired as temporary employees to serve in this capacity, with supervision by the Health Department.

Doug Ahlberg, Emergency Management Director, said the Department of Environmental Quality (DEQ) will pick up and haul tires at no cost. He also requested the assistance of the County Assessor's Office with map production.

Mark Clark, U.S. Army Corp of Engineers, said he has received a request to assist with a contract to clean out Hallam's lagoon and noted contamination concerns. The Nebraska Emergency Management Agency (NEMA) and DEQ have asked the Health Department to assist in testing for contaminants.

Also present was: Lynn Allison, Federal Emergency Management Agency (FEMA).

**9 NATURAL DISASTER LEAVE DONATION POLICY** - Don Taute,  
Personnel Director

Don Taute, Personnel Director, gave an overview of the proposed Natural Disaster Leave Donation Policy (see agenda packet). He suggested the date of the Declaration of an Emergency serve as the effective date.

Stevens asked whether the policy needs to go before the Personnel Policy Board.

Taute said he would prefer that the Board approve it directly, given the circumstances.

**MOTION:** Workman moved and Hudkins seconded to: 1) Request review by the County Attorney's Office; and 2) Schedule action on the Board of Commissioners Meeting agenda. Hudkins, Workman, Stevens and Heier voted aye. Motion carried.

Taute will notify the Personnel Policy Board.

**10 ACTION ITEMS**

- A. Agreement with Hofeling Enterprises to Collect Organic Debris from County Right-of-Way Related to Storm of May 22, 2004 (\$24.50/Ton)

See Item 8.

- B. Energy Share Agreement with Lincoln Electric System (LES) for Youth Detention Facility

Item was moved forward on the agenda.

## **11 ADMINISTRATIVE OFFICER REPORT**

- A. Slow Payments from the State of Nebraska

Hudkins requested a weekly update on the status of payments for General Assistance (GA), Community Mental Health Center, Corrections, Juvenile Detention Center and Human Services.

- B. Management Team Meeting (June 10, 2004)

The following agenda items were suggested: 1) Disaster update; 2) Federal Emergency Management Agency (FEMA) reimbursement; and 3) Natural Disaster Leave Donation Policy.

- C. Resignation of Jerry Barnes for Visitors Promotion Advisory Committee (VPAC) (Exhibit H)

**MOTION:** Hudkins moved and Heier seconded to schedule appointment of Lynn Green to the Visitors Promotion Advisory Committee to complete the unexpired term of Jerry Barnes, ending June 30, 2004, on the June 8, 2004 Board of Commissioners Meeting agenda. Hudkins, Workman, Stevens and Heier voted aye. Motion carried.

- D. Request from Families First & Foremost (F<sup>3</sup>) to Increase Per Diem for Conference in San Francisco, California (June 21-27, 2004)

Tim Genuchi, Accounting Operations Manager for the County Clerk's Office, appeared and explained that County Resolution R-02-0053 (In the Matter of Adopting a Policy Governing the Expenditure of Public Funds for Payment or Reimbursement of Actual and Necessary Expenses Incurred by County Elected Officials, Appointed Officials, Employees and Volunteers) establishes the daily per diem rate, utilizing a high/low rate. He said the County cannot change from the high/low rate to individual rates in a calendar year. Genuchi said the Board could pay up to the new federal high/low rate, adding anything over that amount would be taxable income.

No action was taken on the request.

## **ADDITIONS TO THE AGENDA**

- A. Letter from Jim Burden Regarding Mowing on Northwest 27<sup>th</sup> Street, North of Highway 34 (Exhibit A)

**MOTION:** Heier moved and Hudkins seconded approval of the request, pending review by the County Engineer. Heier, Stevens, Workman and Hudkins voted aye. Motion carried.

- B. Certificate of Deposit for Lancaster Manor (Exhibit B)

Dave Kroeker, Budget and Fiscal Officer, appeared and said County has a \$500,000 Certificate of Deposit invested with the Nebraska Public Agency Investment Trust (NPAIT) that will mature on June 4, 2004. He said the Board can call Lancaster Manor's bonds at par on July 15, 2005 and the funds need to be available at that time. NPAIT has offered to reinvest the funds in a twelve month Certificate of Deposit with an interest rate of 1.95%. Wells Fargo Bank Nebraska has offered to invest the funds in a thirteen month Certificate of Deposit with an interest rate of 2.1%. Kroeker said NPAIT subsequently offered to meet Wells Fargo's rate.

**MOTION:** Heier moved and Workman seconded to authorize Dave Kroeker, Budget and Fiscal Officer, to negotiate the best rate that he can and to go with it.

Kroeker said he only plans to negotiate with those two institutions.

**FRIENDLY AMENDMENT:** Hudkins offered a friendly amendment to give the Nebraska Public Agency Investment Trust (NPAIT) and Wells Fargo Bank Nebraska one more opportunity to submit an investment offer and if the offers are equal, to invest the funds with NPAIT.

The maker of the motion and the seconder agreed to the friendly amendment.

**ROLL CALL ON THE MOTION AS AMENDED:** Heier, Workman, Stevens and Hudkins voted aye. Motion carried.

- C. Amusement License Application for HALLAMSTOCK (Exhibit C)

Stevens gave an overview of a request for an amusement license to hold a benefit concert on Sunday June 6, 2004 to raise funds to assist Hallam area residents. The filing did not provide adequate time to meet statutory requirements for publication notice of the public hearing. The applicant subsequently requested a deferral and the application was mailed back.

Stevens said the applicant contacted him this morning and suggested an alternative date of June 27, 2004.

Trish Owen, Chief Deputy County Clerk, suggested that the Board seek a recommendation from Emergency Management, in addition to the customary recommendations from the County Sheriff, County Engineer and Health Department.

It was noted that there are concerns regarding location, timing, security and distribution of funds. The Chair will contact the applicant and share these concerns.

## **12 ADJOURNMENT**

**MOTION:** Heier moved and Workman seconded to adjourn the meeting at 11:37 a.m. Heier, Stevens, Workman and Hudkins voted aye. Motion carried.

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Bruce Medcalf  
Lancaster County Clerk